

BOSNA I HERCEGOVINA  
CENTRALNA IZBORNA KOMISIJA  
SREDIŠNJE IZBORNO POVJERENSTVO



БОСНА И ХЕРЦЕГОВИНА  
ЦЕНТРАЛНА ИЗБОРНА КОМИСИЈА

**RULEBOOK**  
**on procedure of conducting elections in Bosnia and Herzegovina**

Sarajevo, April 2014

Pursuant to Article 2.9, paragraph (1), item 2 and 7, and having regard to Article 1.5, 5.3 paragraph (2), 5.4, 5.6 paragraph (2), 5.7 paragraph (1), 5.21, 5.22 paragraph (1), 5.26 paragraph (1), 5.27 paragraph (1), 5.29 and 5.32 paragraph (2) and Chapter 14 of the Election Law of Bosnia and Herzegovina ("Official Gazette BiH", no. 23/01, 7/02, 9/02, 20/02, 25/02, 4/04, 20/04, 25/05, 52/05, 65/05, 77/05, 11/06, 24/06, 32/07, 33/08, 37/08, 32/10, 18/13 and 7/14) the Central Election Commission of Bosnia and Herzegovina, at its 18<sup>th</sup> session held on April 24, 2014, adopted the following

## **RULEBOOK**

### **on procedure of conducting elections in Bosnia and Herzegovina**

#### **FIRST PART – INTRODUCTION**

##### **Article 1** **(Subject)**

This Rulebook on procedure of conducting elections in Bosnia and Herzegovina shall define:

- a) control, packing, transport and delivery of the polling material by the Central Election Commission of Bosnia and Herzegovina (hereinafter: the BiH Central Election Commission) to the municipal election commission, city election commission and the Election commission of Brčko District of Bosnia and Herzegovina (hereinafter: election commission) - Article 5.4 paragraph (3);
- b) duties of president of the polling station committee and role of the members of polling station committees, control, transport and delivery of polling material by the election commission to the polling stations, voting procedures at the polling stations, procedures of counting the ballots and votes at the regular polling stations, absentee polling stations, polling stations at the diplomatic-consular representation offices of Bosnia and Herzegovina (hereinafter: DCRO BiH), voters voting by mobile teams and by-mail voters, forms used at the polling stations and the voting procedure for the voters voting outside Bosnia and Herzegovina and the procedure of delivering electoral material between the election commission and the BiH Central Election Commission day after the Election Day – Article 1.5 paragraph (3), 5.3 paragraph (1), 5.4, 5.6 paragraph (2), 5.7 paragraph (1), 5.21, 5.22 paragraph (1);
- c) the procedure of packing polling material at the regular polling stations in the Federation of Bosnia and Herzegovina (hereinafter: the BiH Federation) and Republika Srpska, at the absentee polling stations, at the polling stations authorized to issue tendered/enveloped ballots and mobile teams – Article 5.26, paragraph (1), and
- d) the procedure and deadlines for announcing preliminary, unofficial and incomplete election results (hereinafter: incomplete preliminary election results), procedure and deadlines for consolidating election results by the election commission, processing and control of election results by the BiH Central Election Commission, procedures and deadlines for announcing election results and posting the table containing detailed election results, the procedure and deadlines for verification of election results and announcing distribution of mandates

categorized by political subjects and candidates within the political subjects – Article 5.27 paragraph (1), 5.29 and 5.32 paragraph (2).

## **Article 2 (Definitions)**

Certain terms used in this Rulebook shall have the following meaning:

- 1) “By-mail voting manual” shall mean a written instruction on voting by-mail procedure for the voters;
- 2) “IIES application” (loc. JIIS) shall mean a computer software for data entry and processing election results by polling stations, constituencies and processing the total election results of political subjects;
- 3) “U-foil” shall mean a translucent plastic foil used for packing polling material.

## **SECOND PART – THE CONDUCT OF GENERAL ELECTIONS**

### **CHAPTER I TRANSFER OF POLLING MATERIAL**

#### **Article 3 (Polling material)**

(1) The BiH Central Election Commission shall ensure to all designated polling stations, except to the polling stations referred to in this Chapter, Section C, polling material consisting of:

a) sensitive polling material:

- 1) ballot papers,
- 2) forms referred to in Article 83 of this Rulebook, and
- 3) the excerpt from the final Central Voter Register by polling stations (for regular voters, voters having the status of a displaced person, voters having the right to vote by a tendered/enveloped ballot and special needs voters) and

b) other polling material:

- 1) candidates’ lists, and
- 2) part of polling consumables (posters, voting booths, etc.).

(2) The BiH Central Election shall be responsible for delivery and security of the polling material referred to in paragraph (1) of this Article to the election commission.

(3) The election commission shall be responsible for delivery and distribution of the polling material to the polling stations on the territory of the constituency and for its security from the moment of its receipt from the BiH Central Election Commission until its delivery to the polling stations. The election commission shall be responsible for safety of the polling material from the moment of receiving the complete polling material from the polling stations until its delivery to the BiH Central Election Commission.

(4) The president of the election commission or a member of the election commission, authorized by the president, shall be responsible for the hand-over of the polling material referred to in paragraph (3) of this Article from and to the BiH Central Election Commission.

(5) The ballot papers referred to in paragraph (1), point a), indent 1 of this Article shall be:

- a) ballot papers for regular polling station,
- b) ballot papers with special protection for voting at the DCROs, and
- c) ballot papers with special protection for by-mail voting.

(6) The ballot papers with special protection for voting at DCROs shall have a stamp imprint indicating the name of appropriate DCRO BiH, and the ballot paper with special protection for by-mail voting shall have inscription "MAIL".

#### **Article 4**

##### **(Delivery of polling material – Article 5.3 of the BiH Election Law)**

The BiH Central Election Commission shall deliver the polling material referred to in Article 2, paragraph (1), point a), indents 1) and 2) of this Rulebook to the election commission no later than three days prior to the Election Day, and the polling material referred to in indent 3) and other polling materials referred to in point b) no later than 20 days prior to the Election Day.

#### **Article 5**

##### **(Forms PO-1 and PO-2 – Article 5.4, paragraph (2) of the BiH Election Law)**

(1) The competent election commission shall, during the hand-over of the polling material from the BiH Central Election Commission, control the total number of received ballot papers' boxes and other polling materials and it shall verify the receipt in the appropriate polling material hand-over forms – (form PO-1 and form PO-2).

(2) A signed copy of the forms referred to in paragraph (1) of this Article shall be kept by the election commission, and the remaining copies shall be kept by the BiH Central Election Commission.

(3) If the election commission, after the receipt of the polling material referred to in Article (1) of this Article, observes certain inadequacies related to the quantity and the type of received polling material it shall immediately, and no later than 12 hours following the receipt of the polling material, inform the BiH Central Election Commission thereof in writing in order to remove observed, but reasonable inadequacies.

#### **Article 6**

##### **(Packing and issuing ballot papers – Article 5.4, paragraphs (1) and (3) of the BiH Election Law)**

(1) The ballot papers shall be delivered to the election commission packed into appropriate number of pallets depending on the total number of ballot paper boxes to be delivered to a certain basic constituency.

(2) The ballot papers for the polling stations on the territory of a certain basic constituency shall be packed into boxes. Each polling station shall receive one or more boxes with ballot papers of adequate type depending on the type of the polling station (regular polling station and absentee polling station).

(3) Each pallet containing ballot papers shall have the following information:

- a) unique mark, namely the serial number of the pallet;

- b) the name of the basic constituency;
- c) number of boxes found on the pallet;
- d) numbers of polling stations to which the boxes from that pallet refer, and
- e) the data with the total number and type of ballot papers found on the pallet.

(4) Each box containing ballot papers shall have the following information:

- a) number of the polling station;
- b) name of the basic constituency;
- c) a mark denoting type of the ballot papers found in the box;
- d) data on the total number of ballot papers packed in the box, and
- e) ordinal number of the box and the total number of boxes for a certain polling station.

### **Article 7**

#### **(Regular polling station – Article 5.4, paragraphs (1) and (3) of the BiH Election Law)**

- (1) A regular polling station shall receive as many ballot papers as there are voters on the excerpt from the Central Voters Register for that polling station, to be rounded up to the next **10**.
- (2) The boxes with ballot papers for regular polling station shall contain appropriate number of packages (plastic bags) each containing 200 ballot papers of the same type. If the total number of ballot papers for a certain regular polling station is less than 200 or the total number of the ballot papers is not divisible by 200, the remaining ballot papers shall be placed in a special package if that difference is above 50. If the difference is 50 or less ballot papers, the ballot papers shall be placed in the same package with 200 ballot papers.
- (3) Each package shall carry information on type of the ballot papers, number of the regular polling station and the total number of ballot papers to be found in the package.

### **Article 8**

#### **(Polling station authorized to issue tendered-enveloped ballot papers)**

- (1) The BiH Central Election Commission shall package the ballot papers for the polling station authorized to issue tendered-enveloped ballot papers in the envelopes for voting by tendered ballot paper together with a protective envelope.
- (2) The envelopes referred to in paragraph (1) of this Article shall be packed in cardboard boxes that will carry information on the number of the polling station, number of envelopes and the signature of an authorized person of the BiH Central Election Commission H.
- (3) The total number of sets with ballot papers referred to in paragraph (1) of this Article shall be 10% of the number of voters on the voters list having the right to vote by tendered ballot papers, increased for the number of voters who voted by tendered-enveloped ballots at the last election, rounded up to the first 10.

### **Article 9**

#### **(Absentee Poling Station)**

- (1) The ballot papers for voting in absentia shall be packed in envelopes containing appropriate combination of ballot papers by basic constituencies for the voters registered in the excerpt from the Central Voters Register for voters having the status of displaced person. One combination of ballot papers for voting in absentia shall mean one ballot paper for every level of election respectively.

- (2) The total number of different combinations of ballot papers shall be separately defined for every election and it shall depend on the type of elections that are conducted.
- (3) The number of different combinations of ballot papers to be received by a basic constituency shall be defined by the number of voters registered in the excerpt from Central Voters Register for the voters having status of displaced person.
- (4) The code of a certain combination of ballot papers and names of the basic constituencies to which the combination refers shall be printed on every envelope with combination of ballot papers for voting in absentia.
- (5) An absentee polling station shall receive appropriate number of envelopes with combinations of ballot papers according to the number of voters on the excerpt from the Central Voters Register for voters having the status of a displaced person. A reserve quantity of each combination in the amount of 10% of the total number of voters on the excerpt from the Central Voters Register for voters having status of a displaced person is added to this number, rounded up to the next five.
- (6) The envelopes with combinations of ballot papers for voting in absentia shall be packed into boxes, but the different combination within each box shall be specially separated. Each box for absentee polling stations shall, besides the information given on the boxes with ballot papers for regular polling stations, carry the following information: the list of combinations with ballot papers to be found in the box also indicating number of envelopes for each combination.

#### **Article 10 (Mobile team)**

- (1) The BiH Central Election Commission shall pack ballot papers for mobile team into protective envelopes on which the number of combination is indicated.
- (2) The envelopes referred to in paragraph (1) of this Article and protective – personalized envelopes shall be packed into cardboard boxes on which the number of a mobile team, number of envelopes and signature of an authorized person of the BiH Central Election Commission shall be placed.
- (3) According to the number of voters on the excerpt from the Central Voters Register for mobile team the total number of ballot paper sets referred to in paragraph (1) of this Article shall be:
- a) rounded up to first 10 if the voters voting by mobile team come from that basic constituency, and
  - b) increased by one if the number of voters is up to five, by two if the number of voters is up to ten and by three if the number of voters is above ten for voters voting by mobile team, and who do not come from that basic constituency.

#### **Article 11 (Minutes on operation of the polling station committee – Article 5.7, paragraph (1) of the BiH Election Law)**

A polling station committee shall verify the receipt of the polling material from the election commission on a form Minutes on operation of the polling station committee (loc. ZARBO) (hereinafter: the Minutes), which are integral part of this Rulebook. The minutes shall be done so that each page thereof has its copy to which the information written down on the page is duplicated.

The minutes for polling station committees in Brčko District of BiH shall be made to have two original pages, which have their copies.

#### **Article 12**

##### **(Delivery of polling material to the election commission- Article 5.26 of the BiH Election Law)**

(1) After closing of the polling stations and finalization of the counting process and other activities at the polling station, the polling station committee shall deliver properly packed polling material to the election commission as prescribed in Articles 52 to 55 of this Rulebook.

(2) When receiving the polling material from the polling station committee the election commission shall check whether the polling station was properly packed and shall verify the receipt in the polling material hand-over form BO-IK. If the election commission observes certain inadequacies it shall return the polling material to the polling station committee to remove the observe inadequacies. The election commission shall prepare polling material received from polling stations to be delivered to the BiH Central Election Commission.

#### **Article 13**

##### **(Delivery of polling material to the BiH Central Election Commission – Article 5.27 of the BiH Election Law)**

(1) When receiving the polling material from the election commission the BiH Central Election Commission shall check whether the polling material was packed in accordance with Articles 50 to 54 of this Rulebook and shall verify receipt therefore on appropriate polling material hand-over forms, as follows:

- a) polling material hand-over form PO-3 – polling material from absentee polling stations and polling stations for voting by tendered ballots;
- b) polling material hand-over form PO-4 – documents for the BiH Central Election Commission, and
- c) polling material hand-over form PO-5 – polling material from the regular polling stations.

(2) A higher number of previously mentioned polling material hand-over forms shall be used in case a basic constituency has larger number of polling stations, indicating on each form the name and the code of the basic constituency for which the form is completed.

(3) A signed copy of the forms referred to in paragraph (1) of this Article shall be kept by the election commission, while other copies shall be kept by the BiH Central Election Commission.

#### **Article 14**

##### **(Ballot box)**

(1) The election commission shall properly store the ballot boxes, register the number of the latter as well as any damages and imperfections thereon, and it shall keep the ballot boxes for the purpose of next elections as fixed asset.

(2) The election commission shall submit the record of the number of ballot boxes referred to in paragraph (1) of this Article shall be submitted to the BiH Central Election Commission together with the regular work report.

## **CHAPTER II                      VOTING AT POLLING STATIONS**

### **Section A. Polling station committee's working procedure in conduct of elections**

#### **Article 15**

##### **(Duty of the president of polling station committee and role of the members of polling station committee in the voting process)**

- (1) The president shall manage the work of the polling station committee, and together with the members of the polling station committee he/she shall be responsible for legality of the work at the polling station. The president shall also be responsible to maintain integrity of the voting and counting process, take care of peace and order at the polling station and surrounding area; complete all necessary forms; ensure there are no weapons or dangerous items at the polling station; assist the voters who need additional explanation on the voting process; deal with all issues regarding identification and the voters' right to vote; record in the Minutes the time and the circumstances of all extraordinary events at the polling station by writing next to every objection recorded in the Minutes whether it is justified or unjustified, as well as what measures were undertaken if the objection was justified and to assign duties to every member of the polling station.
- (2) Member of the polling station committee in charge of controlling the order shall ensure smooth circulation of the voters.
- (3) Member of the polling station committee in charge of identification shall check voters' identity; find the voter's name on the excerpt from the final Central Voters Registers; warn the voter that he/she needs to sign identically to the signature on the ID document and make sure that the voter signs next to his/her name on the excerpt from the final Central Voters Register after which the member shall read out loud the name and the surname of the voter who signed on the excerpt from the final Central Voters Register so that all persons present at the polling station can clearly hear that.
- (4) Member of the polling station committee in charge of issuing the ballots shall issue the ballots to the voter; provide explanation on how to correctly fill out the ballots and shall direct the voter to unoccupied space at which the secrecy of the vote shall be secured (hereinafter: voting booth). If a voter damages a ballot paper actions shall be taken in accordance with Article 5.20 of the Law, and damaged ballot paper shall mean unusable ballot paper: physically damaged or incorrectly completed ballot paper.
- (5) Member of the polling station committee in charge of ballot box's control shall direct the voter to put the ballots into the ballot box and leave the polling station; ensure that no voter leaves the polling station without putting the ballot into the ballot box; ensure that only ballots are put into the ballot box.
- (6) If a polling station committee consists of a president and two members, the member of the polling station committee in charge of controlling the order shall at the same time be in charge to control the ballot box, while the member of the polling station committee in charge for identification shall at the same time be in charge of issue the ballot papers.
- (7) The members of the polling station committee shall be individually responsible for breaches made in performing their duties assigned to them by the president of the polling station committee in accordance with the BiH Election Law and the regulations of the BiH Central Election Commission.



(8) The president of the polling station committee shall be found responsible for irregularities made by a member of the polling station committee if he/she failed to record observed irregularities and to immediately inform the competent election commission thereof.

(9) The president and members of the polling station committee shall ensure that accredited observers and voters do not use cameras, cell phone cameras or other means, which can record or deliver sound, video or text contents, at the polling station from the moment of receiving the ballot paper until the moment they leave the premises.

(10) President, members of polling station committee and their deputies, at the polling stations where the deputies participate in the counting process, shall be responsible for accurate counting of the ballots as well as for proper packing of the polling material.

### **Article 16**

#### **(A day prior to the Election Day at a regular polling station – Article 5.3, paragraph (1) of the BiH Election Law)**

(1) The election commission shall prepare a plan for delivering polling material to the polling station.

(2) In accordance with the plan referred to in paragraph (1) of this Article, the election commission shall a day before, and no later than 12 hours prior to the opening of polling stations, deliver polling material for the polling station committee to the polling station. The following shall be delivered:

- a) excerpt from the Central Voters Register for the certain polling station;
- b) appropriate number of ballot papers;
- c) appropriate number of ballot boxes;
- d) set of the forms for the polling station;
- e) candidates' lists, namely the posters presenting the design of the ballot papers used for voting in the constituency;
- f) the posters with instruction on voting and information for the voters;
- g) the minutes referred to in Article 13, paragraph (1) of this Rulebook, and
- h) consumables, according to the specifications in the Minute, which are necessary for the voting and counting process.

(3) The polling station committee shall check whether the polling material received from the election commission is complete and in correct order, and shall confirm that by signing in the Minutes form on specification of the polling material as well as on storage of the polling material from the moment it was delivered to the polling station committee until the opening of the polling station. If the polling station committee determines that the election material is not complete, it shall immediately inform the election commission thereof. The election commission shall be obligated as soon as possible to remove all shortcomings in the contact with the BiH Central Election Commission.

(4) After the receipt of the polling material the president and members of the polling station committee shall examine the space designated for the polling station and shall remove any eventual shortcomings if the latter influences legitimacy of the polling station committees' work. The observations on the state of the polling station are entered upon the Minutes. The president and members of the polling station committee shall be responsible for security of the polling material at the polling station from the moment of receiving the material until the end of all of their duties after the polling station is closed, voting process completed and the polling material delivered.

(5) The polling station committees shall remove from the polling station all insignias and symbols indicating political parties, religious symbols, as well as any other insignias that might have discriminatory meaning. The polling station committee shall post at a visible place signs indicating the number of the polling station, entry and exit, direction, prohibition of carrying and showing weapons and dangerous items, no smoking signs, and prohibition of items referred to in Article 15, paragraph (1) of this Instruction and shall also post the candidates' lists.

(6) The president and members of the polling station committee shall arrange the polling station as to secure unhindered movement of voters at the polling station.

### **Article 17**

#### **(Prior to opening of a polling station – Article 5.8 of the BiH Election Law)**

(1) All members of a polling station shall arrive to the polling station at least an hour prior to opening of the polling station. In this period only members of the polling station committee and accredited observers shall be present at the polling station.

(2) The polling station committee shall determine place for each voting booth, taking into account that no one inside or outside the polling station can see the voter while he/she casts his/her vote. Open polling booth shall face the wall. Exceptionally, if the voting booth cannot be placed near a wall, it can be placed next to a window, but the window has to be covered not allowing view into the voting booth.

(3) Before the voting commences, the president, namely the members of the polling station committee shall:

- a) write down on envelopes, i.e. packages all necessary data ;
- b) the president shall record on the Stock Form the number of voters registered in the excerpt from the Central Voters Register;
- c) manually count received ballot papers for each level of elections and the president shall record on the BS form the total number of received ballot papers;
- d) show the empty ballot box and seal it with the plastic seals;
- e) write on the Stock Form the serial numbers of ballot box's seals;
- f) place the sealed ballot box in a place visible to everyone present;
- g) the president shall record in the Minutes time the polling station was opened;
- h) the president shall check observer's identification document with a photo, which he/she will keep until the observer leaves the polling station. The president shall also determine whether observer's name is on the accreditation and shall record observer's name in the Minutes, together with the subject that accredited the observer, time of observer's arrival and departure; and
- i) the president shall direct the observers to area where they can sit down and observe election activities, and shall warn them that they cannot either interfere in election process or look inside the voting booth, but that they can ask requested related to the election process.

### **Article 18**

#### **(Secrecy of the vote – Article 5.10 of the BiH Election Law)**

(1) Voting at a polling station shall be done by a secret ballot and in person, except in cases defined in Article 5.19, paragraph (1) of the BiH Election Law and Article 23 of this Rulebook.

(2) No person shall disturb the voter while voting nor request any information about voters' preferences, for whom he/she votes or voted nor prevent or try to prevent a voter in exercising his/her right to vote.

#### **Article 19**

##### **(Valid identification documents - Article 5.12 of the BiH Election Law)**

A valid document with a photograph referred to in Article 5.12 of the BiH Election Law shall be used to determine voters' identity.

#### **Article 20**

##### **(Issuing ballot papers – Article 5.13 of the BiH Election Law)**

(1) In accordance with Article 5.12 of the BiH Election Law each voter shall present a valid personal document upon arrival at the polling station. After the voter proves his/her identity to a member of the polling station and his/her name is found on the excerpt from the Central Voters' Register or on the supplement to the excerpt from the Central Voters' Register the voter shall sign the excerpt from the Central Voters' Register next to his/her name. The signature shall be identical to the signature on the identification document.

(2) Once the voter is identified and signs the excerpt from the Central Voters' Register, a member of the polling station shall issue ballot papers or sets of ballot papers to the voter and shall direct him/her towards a voting booth so the voter can mark the ballot papers. After marking the ballot papers voter shall fold them in order to protect secrecy of the vote and shall put them into the ballot box.

(3) The president and members of the polling station shall cast their voter prior to opening of the polling station if their names are found on the excerpt from the Central Voters' Register for that polling station.

(4) The excerpt from the Central Voters' Register for voters in Brčko District of BiH shall be comprised of two parts:

- a) part A containing names of voters who vote for all levels of authority in BiH (except for the level of cantonal assemblies) for which voters in the BiH Federation vote;
- b) part B containing names of voters who vote for all levels of authority in BiH for which voters in the Republika Srpska vote.

(5) The member of the polling station committee shall give to the voter referred to in paragraph (4) of this Article a combination of ballot papers depending on whether the voter's name is found in part A or part B of the excerpt from the Central Voters' Register.

#### **Article 21**

##### **(Issuing tendered-enveloped ballot papers- Article 5.18 of the BiH Election Law)**

(1) If the voter's name is not on the excerpt from the Central Voters' Register, and according to his/her place of residence the voter's name should be on the excerpt from the Central Voters' Register, the voter shall be directed to the election commission's office in order to determine on which polling station the voter should vote. If the voter's name is not on the excerpt from the central Voters' Register, but he/she is registered in the Central Voters' Register, the voter shall be directed to a polling station designated to issue tendered-enveloped ballot papers.

(2) A voter with permanent place of residence in Brčko District of BiH whose name is not found on the excerpt from the Central Voters' Register shall cast his/her vote by tendered-enveloped ballot papers if the voter encloses the certificate on entity citizenship.

(3) The polling station committee shall allow a voter found on the list provided by the BiH Central Election Commission on the BiH citizens registered on the excerpt from the Central Voters' Register to vote outside the country, and who returned to Bosnia and Herzegovina, to cast his/her voter by tendered-enveloped ballot papers.

## **Article 22**

### **(Damaged ballot papers – Article 5.20 of the BiH Election Law)**

(1) In case a voter damages his/her ballot paper, he/she shall be issued another ballot paper if he/she returns the damaged ballot paper to the member of the polling station committee. The member of the polling station committee in charge of issuing ballot papers shall write across the returned ballot paper word "damaged" and shall place it into the envelope provided for such ballot papers. The member of polling station committee shall issue new ballot paper to the voter.

(2) If a vote voting in absentia damages the ballot paper, he/she shall return the envelope with ballot papers to a member of polling station committee and he/she will receive new envelope with ballot papers.

## **Article 23**

### **(Assistance by another person – Article 5.19 of the BiH Election Law)**

(1) In the process where another person assist a voter who is blind, illiterate or bodily incapacitated, a member of the polling station shall write "XX" in the signature box together with the number of identification document of the voter who votes and of the voter who assists him/her next to his/her signature.

(2) For the purpose of paragraph (1) of this Article one person shall assist only one voter.

## **Article 24**

### **(Absentee polling stations)**

(1) The voting procedures defined for the regular polling stations shall be applied at the absentee polling stations. A voter, who cast his/her vote at the absentee polling station, shall receive envelopes containing ballot papers that are issued in the basic constituency for which the voter votes.

(2) Prior to opening of the absentee polling station the polling station committee shall conduct same activities as a polling station committee at the regular polling stations, as defined in Article 16 of this Rulebook, except that at these polling stations the envelopes containing ballot papers for each basic constituency for which the voters vote are counted manually. The president shall record the number of counted envelopes on the Stock Form.

## **Article 25**

### **(Voting by tendered –enveloped ballot papers – Article 3.16, paragraph (6), Articles 5.18 and 3.17 of the BiH Election Law)**

(1) In every basic constituency one polling station shall be designated to issue tendered – enveloped ballot papers. If possible the election commission shall at the polling station authorized to issue tendered ballot papers ensure a computer with the information from the Central Voters' Register. The BiH Central Election Commission shall ensure the data from the database of the Central Voters' Register for BiH to all election commissions for verification of the data on voters registered in the Central Voters' Register and it shall deliver the list of voters registered in the excerpt from the Central Voters' Register for voters voting by mail for that basic constituency to the polling station committees.

(2) Member of the polling station committee in charge of issuing ballot papers shall, based on an identification document of a voter, fill in necessary data on the front side of the envelope containing tendered-enveloped ballot papers, according to which the voting right can be confirmed.

(3) The following information shall be written on the front side of the envelope for tendered-enveloped ballot papers:

- a) number of the polling station;
- b) last name and name of the voter;
- c) national identification number;
- d) date of birth, and
- e) information on name and number of presented identification document and name of the body that issued this document.

(4) Form on the design of the envelope is integral part of this Rulebook.

(5) The member of the polling station committee in charge of issuing ballot papers shall keep the voter's identification document until the voter returns tendered-enveloped ballot papers packed into the protective white envelope. The member of the polling station committee in charge of issuing ballot papers shall place the safety white envelope into the envelope containing information on the voter who votes by tendered-enveloped ballot papers. The envelope shall be sealed and the voter shall place it into the ballot box.

## **Article 26**

### **(Voting of voters with special needs special needs voters - Article 5.21, paragraph (2) of the BiH Election Law)**

(1) For the purpose of voting by voters who are homebound, confined to medical institutions or voters who will vote in prisons or detention units, the election commissions shall within 10 days prior to the Election Day, taking into consideration territorial distribution and number of institutions, organize mobile teams that shall visit voters of this category at their homes or institutions. The mobile team shall have one president and two members. The president shall manage work of the mobile team and shall be responsible for its legality. The election commission shall an hour prior to opening of the polling station deliver the material to each established mobile team. The material shall contain:

- a) excerpt from the Central Voters' Register for voters register to vote by mobile team;
- b) appropriate number of ballot papers packed into protective envelopes that are placed into personalized-protective envelopes containing codes of the basic constituencies for which the votes are cast,

- c) appropriate number of auxiliary ballot boxes (cardboard boxes);
- d) Stock form – mobile team;
- e) consumables that are necessary in the process of voting and ballot counting;
- f) Minutes on the work of the polling station committee, and
- g) the list of voters with addresses and contact telephone numbers referred to point a) of this paragraph.

(2) Upon receipt of the polling material from the election commission the president and the members of the mobile team shall:

- a) write down their names in the Minutes and shall put their signatures in the designated part of the Minutes – with the note mobile team;
- b) write down number of voters from the excerpt referred to in paragraph (1), point a) of this Article on the designated place in the Stock Form – MOBILE TEAM;
- c) manually count received personalized-protective envelopes with sets of ballot papers in line with the codes of the basic constituencies for which the votes are casted, and according to the voting option of the voters registered in the excerpt referred to in paragraph (1), point a) of this Article and shall write down the number in the Stock Form;
- d) form an auxiliary ballot box for mobile team and shall place a self-adhesive paper seal on the opening of the ballot box, and
- e) write down in the Stock Form the serial numbers of the seals from the auxiliary ballot box.

(3) The voting procedure for voters with special need shall not differ from the procedure set forth in Articles 18, 19, 20, 21, 22 and 23 of this Rulebook, except that the name/father's name/last name of the voter, who cast the ballot paper by mobile team, together with the national identification number are written down on the personalized-protective envelope. When a voter with special needs cast his/her ballot at a certain location, the mobile team shall seal the opening of the ballot box with the self-adhesive tape to be signed by the president and the members of the mobile team. After the end of the field work the mobile team shall seal opening of the ballot box with self-adhesive paper seal to be signed by the president and the members of the mobile team, and the serial number of the seal shall be recorded in the Stock Form.

(4) The mobile team shall start its work at 07.00 hours and shall end its work at 19:00 hours. At 19:00 hours the mobile team shall pack its polling material in the main office of the election commission in accordance with Article 54 of this Rulebook and shall deliver it to the election commission.

## **Article 27**

### **(Expulsion from the polling station – Article 5, paragraph (3) of the BiH Election Law)**

(1) Every expulsion from the polling station shall be recorded in the Minutes.

(2) Election commission may expel from a polling station president and members of the polling station committee who by their actions disrupted voting continuity and/or who during the voting and counting procedures acted contrary to the rules. The election commission shall inform the BiH Central Election Commission thereof in writing, submitting complete paperwork on undertaken actions.

(3) The election commission shall initiate the procedure referred to in paragraph (2) of this Article upon notice by the president or member of the polling station committee, accredited observers or voters or ex-officio.

#### **Article 28**

##### **(Closing of the polling stations – Article 5.9, paragraph (2) of the BiH Election Law)**

(1) Voters who are in line at the Polling Station at the time of closing shall be allowed to cast their vote. The procedure for closing of the regular polling stations and absentee polling stations is as follows:

- a) 15 minutes prior to polling station closing time the president announces everyone present, inside and outside of the polling station, the time of closing of the polling station;
- b) member of the polling station committee in charge of order shall stand at the end of the line at the closing time in order to ensure that no person came to the line after closing of the polling station and shall close the door immediately after the last voter in line cast his/her ballot;
- c) the president shall record the time of closing of the polling station in the Minutes and shall seal the opening of the ballot box with a self-adhesive tape putting his/her signature thereto.

(2) The president shall record in the Minutes all accredited observers present at the time of closing of the polling station.

#### **Section B. Election management procedure at the polling stations in the DCRO BiH**

#### **Article 29**

##### **(Delivery of polling material)**

(1) The BiH Central Election Commission shall deliver polling material to the BiH Ministry of foreign affairs no later than 10 days prior opening of the polling stations. The polling material shall consist of the following:

- a) excerpt from the Central Voters' Register for designated polling station in the DCRO BiH;
- b) appropriate set of ballot papers with special protection;
- c) appropriate number of ballot boxes;
- d) set of the forms for the polling station;
- e) the posters containing information on the voting procedure and informative contents for the voter;
- f) Minutes, and
- g) consumables according to the specification in the Minutes, which are necessary for the voting and counting process.

(2) The BiH Ministry of foreign affairs shall three days before, and no later than 12 hours prior to opening of the polling stations at the DCRO BiH, deliver to the polling station of the appropriate DCRO BiH polling material referred to in paragraph (1) of this Article.

(3) The polling station committee shall check whether the polling material received from the BiH Ministry of foreign affairs is complete and in correct state, recording its observation in the Minutes.

(4) Following the receipt of the polling material, the president and members of the polling station committee shall act in accordance with Articles 16 and 17 of this Rulebook, except in the part of warehousing the polling material, which must be stored at a polling station.

**Article 30**  
**(Voting procedure)**

(1) Voting at a polling station in the DCRO BiH shall be conducted under procedure set forth in Article 24 of this Rulebook.

(2) Valid identification document for voting of voters in the DCRO BiH is set forth in Article 5.12 that is Article 3.15, paragraph (4) of the BiH Election Law.

**Section C. By-mail voting procedure – Article 5.21, paragraph (1) of the BiH Election Law**

**Article 31**  
**(Polling package)**

The BiH Central Election Commission shall deliver to all voters, who are registered in the excerpt from the Central Voters' Register to vote by mail, a polling package containing:

- a) Voter's personal information form: name and last name, national identification number, date of birth, present address outside BiH (street and number, city, zip code, state), combination number for the ballot papers, and the instruction on how to vote (printed on the form's overleaf);
- b) appropriate specially protected ballot papers that are issued for the basic constituency for which the voter cast his/her vote;
- c) return envelope with printed (return) address of the BiH Central Election Commission, and
- d) an envelope for ballot papers to ensure secrecy of the vote.

**Article 32**  
**(Return envelope)**

A voter voting by-mail shall send a return envelope to the BiH Central Election Commission. The envelope shall contain:

- a) the envelope for ballot papers that ensures secrecy of the vote and that contains ballot papers and which was glued to ensure secrecy of the vote;
- b) copy of a valid identification document in accordance with Article 5.12, that is Article 3.15, paragraph (4) of the BiH Election Law;
- c) Voter's personal information form containing the data listed in Article 31, paragraph (1), point a) of this Rulebook.



**Article 33**  
**(Deadline for receiving return envelope)**

A return envelope sent to the BiH Central Election Commission in the Election Day at latest shall be accepted and counted if the BiH Central Election Commission receives it no later than two days following the Election Day and if the return envelope carries a postmark of the country from which the ballot is cast, containing the date that is not later than the election date.

**Article 34**  
**(Instructions for by-mail voting)**

The BiH Central Election Commission shall distribute Instructions for by-mail voting, contents to be determined by the BiH Central Election Commission, through:

- a) The DCRO BiH;
- b) The clubs and associations of BiH citizens abroad;
- c) The web page of the BiH Central Election Commission and other authorized web pages, and
- d) The offices of government and nongovernment organizations dealing with the refugees and migration issues.

**CHAPTER III    COUNTING BALLOT PAPERS AND VOTES**

**Section A. Regular polling stations – Article 5.22 of the BiH Election Law**

**Article 35**  
**(Time of counting)**

The ballot papers shall be counted immediately after closing of the regular polling stations.

**Article 36**  
**(Sequence of actions in counting process)**

The actions in counting process at a polling station shall be done in the following sequence:

- a) Reconciling the number of received and issued ballot papers;
- b) Counting ballot papers in the ballot box;
- c) Counting votes (majority system);
- d) Counting voters received through open list system – votes for political subjects;
- e) Counting voters received through open list system – votes for candidates within political subjects.

**Article 37**  
**(Reconciling the number of received and issued ballot papers)**

After closing of the polling station, in the presence of accredited observers, the president and members of polling station committee shall:

- a) count and record in the Stock Form the total number of remaining unused ballot papers for each electoral level;
- b) pack unused ballot papers for each electoral level into the original box;
- c) count and record in the Stock Form the total number of voters' signature in the Central Voters' Register;
- d) record the total number of damaged ballot papers for each electoral level and shall pack them into appropriate envelope, and
- e) sign the Stock Form.

**Article 38**  
**(Counting of ballot papers – Article 5.25 of the BiH Election Law)**

(1) After closing of the polling station and in the presence of accredited observers the president and members of the polling station shall:

- a) open ballot box and shall place its contents onto a clean table for counting ;
- b) display the empty ballot box to all the present proving that there are no left over ballot papers in the box;
- c) sort the ballot papers according to electoral levels into the bundles of 25 pieces;
- d) cross-stack the bundles of 25 ballot papers one onto another;
- e) determine number of bundles of 25 ballot papers to which the remaining ballot papers shall be added in order to get the total number of ballot papers;
- f) number of the ballot papers referred to in point e) of this Article for all four electoral level shall be recorded in the Form for aggregate results by the president, and
- g) actions referred to in points c), d), e) and f) shall be done when counting an electoral level.

(2) The ballot papers that are not used in the subsequent counting process shall be packed into plastic bags separately for each electoral level. The bags shall be put in a place to be visible to all present at the polling station.

**Article 39**  
**(Ballot papers for certain electoral levels - Article 5.14 and 5.25 of the BiH Election Law)**

The ballot papers for certain electoral levels shall be counted in the following order:

**a) in the BiH Federation:**

- 1) the BiH Presidency,
- 2) the House of Representatives of the BiH Parliamentary Assembly,
- 3) the House of Representatives of the BiH Federation Parliament,
- 4) Cantonal Assembly;

**b) in Republika Srpska:**

- 1) the BiH Presidency,
- 2) the House of Representatives of the BiH Parliamentary Assembly,
- 3) President and vice presidents of Republika Srpska,
- 4) National Assembly of Republika Srpska, and

c) two teams for counting ballot papers shall be established in the Brčko District of BiH so that one team counts the ballot papers for the electoral levels in order set forth in point a), indents 1), 2) and 3), while the other team counts the ballot papers for the electoral levels in

order set forth in point b), indents 1), 2), 3) and 4) of this Article. If only one member of the polling station committee or his/her deputy does not attend counting of the ballot papers, the counting will be done by firstly counting ballot papers referred to in point a) and afterwards the ballot papers referred to in point b) of this Article.

**Article 40**  
**(Counting votes – majority system)**

Voting and counting of the ballot papers for election of member of the BiH Presidency and for the president and vice president of Republika Srpska shall be done under the majority system.

**Article 41**  
**(Counting procedure – majority system)**

(1) When counting votes received through the majority system the president and members of the polling station shall:

- a) classify the ballot papers for an electoral level into special groups by candidates;
- b) make a special group of ballot papers that are not completed (unmarked), as well as group of ballot papers that are completed in such a way that it is not possible to conclude with certainty to which candidate the voter gave his/her vote, and the validity of such ballot papers shall be determined by president and members of the polling station committee;
- c) count the ballot papers for each candidate and shall bind them into groups of 25 pieces each;
- d) determine validity of ballot papers referred to in point b), paragraph (1) of this Article – ballot papers, which the president and members of the polling station committee deem valid, shall be added to the group of an appropriate candidate, and
- e) determine total number of valid votes for each candidate.

(2) The invalid ballot papers shall be divided into two groups:

- a) invalid unmarked ballot papers, and
- b) invalid other ballot papers.

(3) President and the members of the polling station committee:

- a) shall count the ballot papers of each category of invalid ballots and the president shall record the number in the Form for aggregate results at a polling station ZR (majority vote) for that electoral level. The invalid ballot papers shall be packed into the protective bags for polling material in accordance with Article 50, paragraph (2) and Article 51, paragraphs (2) and (3) of this Rulebook;
- b) the president shall record the results of counting votes for every candidate in the Form for aggregate results at a polling station ZR (majority vote) for that electoral level. If a candidate does not receive any votes, “0” shall be placed next to the name of that candidate, and

- c) shall pack valid ballot papers into protective bags for polling material in accordance with Article 50, paragraph (2) and Article 51, paragraphs (2) and (3) of this Rulebook.

(4) The president shall announce to everyone present the results of the vote count at a polling station under the majority system in accordance with Article 5.26, paragraph (2) of the BiH Election Law, and the yellow copy of the ZR Form (majority vote) shall be displayed at the polling station. The president shall hand over the green copy with election results for a certain level to the person authorized by the election commission.

## **Article 42**

### **(Counting votes under open list system for every electoral level)**

(1) Voting and counting of the ballot papers under the open list system shall be done for the following electoral levels:

**a) in the BiH Federation:**

- 1) House of Representatives of the BiH Parliamentary Assembly,
- 2) House of Representatives of the BiH Federation Parliament,
- 3) Cantonal Assemblies;

**b) in Republika Srpska:**

- 1) House of Representatives of the BiH Parliamentary Assembly,
- 2) National Assembly of Republika Srpska.

(2) The ballot paper shall be valid only if voter marked the checkbox:

- a) next to the name of only one political party, or a coalition, or a list of independent candidates or the name of an independent candidate;
- b) next to the name of one or more candidates on the list of only one selected political party, or coalition or list of independent candidates, and
- c) next to the name of one political party, or one coalition, or one list of independent candidates, and candidate (one or more) within the selected political party, or coalition or list of independent candidates.

## **Article 43**

### **(First vote count)**

(1) The number of votes received by a political subject shall be determined during the first count of votes under the open list system.

(2) The procedure of first count shall be as follows:

- a) sorting the ballot papers in line with the sequence determined for a certain electoral level into groups by political subjects – ballot papers marked by a voter in the manner set forth in Article 42, paragraph (2) of this Rulebook shall be part of the group for one political subject;
- b) making special groups of unmarked ballot papers, as well as groups of ballot papers that are marked in such a way that it cannot be determined with certainty to which political subject the voter gave his/her vote – their validity shall be determined by the president and members of the polling station;

- c) double count of the ballot papers that are place into groups of 25 pieces and that are bonded by a rubber band for each political subject, and
- d) determining total number of votes for every political subject.

(3) The president and the members of the polling station committee shall check the ballot papers referred to in paragraph (2), point b) of this Article. The ballot papers that are found valid by the president and the members of the polling station shall be added to the group for a political subject.

(4) Remaining invalid ballot papers that are divided into two groups:

- a) invalid unmarked ballot papers, and
- b) invalid other ballot papers

shall be counted and their number shall be determined.

(5) The president of the polling station shall record the information set forth in paragraph (2), point d) and paragraph (4) of this Article in the Form for aggregate results at a polling station ZR (open list) for that level.

(6) The president shall announce to everyone present the results of the vote count under the open list system and shall deliver to the election commission the results of the count at the polling station after the first count under the open list system. The delivery procedure shall be determined by the election commission.

(7) President and the members of the polling station committee shall count the votes in such a manner as to provide accredited observers insight into the whole process.

#### **Article 44** **(Second count of the votes)**

(1) The second count shall determine number of votes for every candidate on the list of a political party, coalition or list of independent candidates.

(2) The second count for each political party, coalition and list of independent candidates shall be done separately. The procedure shall be conducted in the manner that one member of the polling station committee shall read the ordinal numbers of the candidates in front of whom the voters put the mark within that political subject, other member of the polling station committee shall check whether the member who reads the numbers is doing that correctly, and two other members of the polling station shall put down vertical lines in their respective Auxiliary form for second vote count by candidates. The members of the polling station recording the number of votes shall put a horizontal line across four vertical lines every fifth time they hear a number. The president of the polling station shall record in the Minutes names of political subjects and names of the members of the polling committee, who read, control and record the votes by candidates. After all votes are counted, the results are transferred from a book of auxiliary forms to the Form for aggregate results at a polling station ZR (open list) in the designated part next to the name of each candidate. If a candidate does not receive any votes, "0" shall be placed next to the name of that candidate. The number of votes for a candidate established in the second count shall not exceed the number of the total number of votes received by that political party in the first vote count. Following completion of the Form for aggregate results at a polling station ZR (open list) the president and the members of the polling station committee shall sign the Form for aggregate results at a polling station ZR (open list).

(3) As an exception to the procedure referred to in paragraph (2) of this Article at a polling station committee that has three members, one member of the polling station committee shall read the ordinal numbers of the candidates in front of whom the voters put the mark within that political subject, and two other members of the polling station shall put down vertical lines in their respective Auxiliary form for second vote count by candidates.

(4) The president and the members of the polling station committee shall pack the ballot papers into the protective bags for polling material in accordance with Article 50, paragraphs (3), (4) and (5) and Article 51, paragraphs (4) and (5) of this Rulebook.

(5) The first and the second vote count under the open list system shall be repeated for every electoral level using Auxiliary form for counting and the Form for aggregate results at the polling station ZR (open list) for that particular electoral level as defined by this Article.

#### **Article 45**

##### **(Delivery of polling material from polling stations to the election commissions)**

(1) The polling station committee shall immediately, and no later than 12 hours following closing of the polling station, deliver to the competent election commission:

- a) Minutes from this Rulebook, and
- b) copies of the forms and other polling material referred to in Articles 50 and 51 of this Rulebook.

(2) The copies of the forms on results of the vote for all electoral levels for this polling station shall be retained by the president of the polling station.

#### **Section B Absentee polling stations – Article 5.24 of the BiH Election Law**

#### **Article 46**

##### **(Counting envelopes containing ballot papers)**

(1) The president and the members of the absentee polling station committee shall count the envelopes containing ballot papers after the last voter cast his/her vote.

(2) The envelopes containing ballot papers from absentee polling stations shall be opened and ballot papers counted at the Main Center for Counting.

(3) The president and members of the absentee polling station shall deliver the envelopes with tendered ballot papers (if a particular absentee polling station issues tendered ballot papers) to the Main Center for Counting for verification and if the voting right of a voter is verified, the ballot papers shall be counted at the Main Center for Counting.

(4) President and the members of the polling station shall:

- a) after completion of the Stock form for absentee polling station open the ballot box and place its contents onto a table to be visible by everyone;
- b) sort the envelopes with ballot papers to:
  - 1) envelopes containing tendered ballot papers (for the absentee polling stations that issue tendered ballot papers), and

- 2) envelopes with absentee ballot papers ;
- c) sort the envelopes with absentee ballot papers by basic constituencies for which the voters votes, that is by ballot papers' combination codes indicated on the envelopes;
- d) count the envelopes containing ballot papers, control the counting, and the president shall record the obtained number in the Stock Form for voting by tendered ballots;
- e) count the envelopes with absentee ballot papers, control the counting, and the president shall record the obtained number of envelopes by basic constituencies for which the voters voted in the Stock Form for absentee voting;
- f) bind together absentee envelopes with same combinations of ballot papers by basic constituencies and shall pack them into appropriate bag for packing absentee polling material in accordance with Article 52 of this Rulebook;
- g) pack the envelopes containing tendered ballots into appropriate protective bag for polling material in accordance with Article 54 of this Rulebook, and
- h) complete and sign the Stock Form for absentee polling stations and the Stock Form for polling stations issuing tendered ballot papers.

## **Section C Mobile teams– Article 5.21, paragraph (2) of the BiH Election Law**

### **Article 47 (Counting envelopes containing ballot papers)**

- (1) After they visit all votes, who vote through a mobile team, the president and the members of the mobile team shall count the envelopes containing ballot papers in the main office of the election commission. The president and the members of the mobile team shall:
  - a) count and record the total number of remaining used envelopes containing ballot papers for each electoral level in the Stock Form for voting by a mobile team;
  - b) pack unused envelopes containing ballot papers into a bag as defined in Article 54, paragraph (1), point b) of this Rulebook;
  - c) count and record in the Stock Form the total number of signatures of voters from Article 26, paragraph (1), point a) of this Rulebook;
  - d) count and record the total number of envelopes containing damaged ballot papers and pack them into appropriate envelope;
  - e) after completion of the Stock form for mobile open the ballot box and place its contents onto a table to be visible by everyone;
  - f) sort the envelopes containing ballot papers for mobile team voting by basic constituencies, which the voters voted, namely by the ballot papers combination codes indicated on the envelopes;
  - g) count the envelopes containing ballot papers for voting by mobile team, which means that only envelopes, and not the ballot papers, are controlled and counted, and the obtained number of envelopes by basic constituencies for which the voters voted the president shall record in the Stock form for voting by a mobile team;
  - h) bind together envelopes containing ballot papers and pack them into appropriate protective bag for packing mobile team polling material in accordance with Article 53 of this Rulebook;
  - i) complete and sign the Stock Form for mobile teams.
- (2) The mobile team shall deliver to the election commission the original Stock Form, Minutes, Stock Form for voting by mobile team and packaged polling material.

## **Section D Polling stations at DCRO BIH**

### **Article 48 (Counting envelopes containing ballot papers)**

Counting envelopes containing ballot papers at the polling stations in DCRO BIH shall be done in line with the procedure set forth in Section B of this Chapter.

### **Article 49 (Return of polling material)**

The polling station committee in the DCRO BiH shall deliver to the BiH Central Election Commission, through the BiH Ministry of foreign affairs, the original Stock Form, Minutes and packaged polling material **no later than 5 days following the Election Day**.

## **CHAPTER IV PACKING POLLING MATERIAL**

### **Article 50 (Regular polling stations in F BiH - Article 5.26 of the BiH Election Law)**

(1) The polling station committee shall pack the polling material at the regular polling stations in the BiH Federation in accordance with the provisions of this Article.

(2) Ballot papers for the BiH Presidency shall be packed into **GRAY PROTECTIVE BAGS** putting inside:

- a) counted valid ballot papers and invalid ballot papers,
- b) translucent plastic bag with the envelope containing the Form for aggregate results ZR (majority vote) – blue copy.

(3) Ballot papers for the BiH Parliamentary Assembly shall be packed into **BLUE PROTECTIVE BAGS** putting inside:

- a) counted valid ballot papers and invalid ballot papers,
- b) translucent plastic bag with the envelope containing the Form for aggregate results ZR (open list) – blue copy.

(4) Ballot papers for the House of Representatives of the BiH Federation Parliament shall be packed into **PURPLE PROTECTIVE BAGS** putting inside:

- a) counted valid ballot papers and invalid ballot papers,
- b) translucent plastic bag with the envelope containing the Form for aggregate results ZR (open list) – blue copy.

(5) Ballot papers for the Cantonal Assembly shall be packed into **MAROON RED PROTECTIVE BAGS** putting inside:

- a) counted valid ballot papers and invalid ballot papers,
- b) translucent plastic bag with the envelope containing the Form for aggregate results ZR (open list) – blue copy.



(6) Unused and damaged ballot papers for the BiH Presidency, BiH Parliamentary Assembly, House of Representatives of the BiH Federation, and Cantonal Assemblies shall be packed into respective **LARGE TRANSLUCENT PROTECTIVE BAGS** putting inside:

- a) unused ballot papers (packaged into original boxes), and
- b) envelope Spoilt ballot papers.

(7) **SMALLER TRANSLUCENT PROTECTIVE BAGS** shall contain:

- a) auxiliary counting forms used for the second count of the votes by candidates;
- b) Minutes – original in covers, and
- c) excerpt from the final Central Voters' Register for regular voters.

(8) Copies of the forms used by the polling station committee during the voting and counting of the ballot papers at the polling station shall be packed by the polling station committee in the following manner:

- a) the envelope for the president of the polling station committee shall contain:
  - 1) Stock Form BS – red copy,
  - 2) Form for aggregate results ZR (majority vote) – red copy,
  - 3) Form for aggregate results ZR (open list) – red copy;
- b) the envelope for the president of the election commission shall contain:
  - 1) Stock Form BS – green copy
  - 2) Form for aggregate results ZR (majority vote) – green copy,
  - 3) Form for aggregate results ZR (open list) – green copy, and
  - 4) Minutes on the work of the polling station committee ZARBO – green copy.

(9) Original forms used by the polling station committee during the voting and counting of the ballot papers at the polling station shall be packed by the polling station committee in the following manner:

- a) the A3 envelope for the BiH Central Election Commission shall contain:
  - 1) Stock Form BS – original in covers,
  - 2) Form for aggregate results ZR (majority vote) – original in covers, and
  - 3) Form for aggregate results ZR (open list) – original in covers.

(10) The polling station committee shall mark each of the given bags with black marker pen (for example: number of polling station 133A025 on two places on the protective bag). Each bag has to be tightly closed with plastic seal and its number shall be recorded in the designated place in the appropriate form.

(11) The polling station in the basic constituency of Brčko District of BiH shall pack the polling material for all levels of authority in the BiH Federation in line with the procedure set forth in paragraphs (2), (3), (4), (6), (7), (8), (9) and (10) of this Article.

(12) Upon receipt of the polling material from a polling station committee the election commission shall pack polling material to delivered binders and plastic folders in the way that all polling material referred to in paragraph (9) of this Article is packed in one plastic folder. These plastic folders shall be placed into binders on which the following shall be indicated: code and name of the municipality, first and the last number of polling station whose plastic folders are placed in that binder and the ordinal number of the binder (for example: 133A, Novi Grad Sarajevo, 001-015, 1-9).

**Article 51**  
**(Regular polling stations RS)**

(1) The polling station committee shall pack the polling material at the regular polling stations in the Republika Srpska in accordance with the provisions of this Article.

(2) Ballot papers for the BiH Presidency shall be packed into **GRAY PROTECTIVE BAGS** putting inside:

- a) counted valid ballot papers and invalid ballot papers,
- b) translucent plastic bag with the envelope containing the Form for aggregate results ZR (majority vote) – blue copy.

(3) Ballot papers for the president and vice presidents of Republika Srpska shall be packed into **YELLOW PROTECTIVE BAGS** putting inside:

- c) counted valid ballot papers and invalid ballot papers,
- d) translucent plastic bag with the envelope containing the Form for aggregate results ZR (majority vote) – blue copy.

(4) Ballot papers for the BiH Parliamentary Assembly shall be packed into **BLUE PROTECTIVE BAGS** putting inside:

- a) counted valid ballot papers and invalid ballot papers,
- b) translucent plastic bag with the envelope containing the Form for aggregate results ZR (open list) – blue copy.

(5) Ballot papers for the National Assembly of Republika Srpska shall be packed into **BROWN PROTECTIVE BAGS** putting inside:

- c) counted valid ballot papers and invalid ballot papers,
- d) translucent plastic bag with the envelope containing the Form for aggregate results ZR (open list) – blue copy.

(6) Unused and damaged ballot papers for the BiH Presidency, BiH Parliamentary Assembly, National Assembly of RS shall be packed into respective **LARGE TRANSLUCENT PROTECTIVE BAGS** putting inside:

- a) unused ballot papers (packaged into original boxes), and
- b) envelope Spoilt ballot papers.

(7) **SMALLER TRANSLUCENT PROTECTIVE BAGS** shall contain:

- a) auxiliary counting forms used for the second count of the votes by candidates;
- b) Minutes – original in covers, and
- c) excerpt from the final Central Voters' Register for regular voters.

(8) Copies of the forms used by the polling station committee during the voting and counting of the ballot papers at the polling station shall be packed by the polling station committee in the following manner:

- a) the envelope for the president of the polling station committee shall contain:
  - 1) Stock Form BS – red copy,

- 2) Form for aggregate results ZR (majority vote) – red copy,
- 3) Form for aggregate results ZR (open list) – red copy;

b) the envelope for the president of the election commission shall contain:

- 1) Stock Form BS – green copy
- 2) Form for aggregate results ZR (majority vote) – green copy,
- 3) Form for aggregate results ZR (open list) – green copy, and

(9) Original forms used by the polling station committee during the voting and counting of the ballot papers at the polling station shall be packed by the polling station committee in the following manner:

- a) the A3 envelope for the BiH Central Election Commission shall contain:
  - 1) Stock Form BS – original in covers,
  - 2) Form for aggregate results ZR (majority vote) – original in covers, and
  - 3) Form for aggregate results ZR (open list) – original in covers.

(10) The polling station committee shall mark each of the given bags with black marker pen (for example: number of polling station 146B012 on two places on the protective bag). Each bag has to be tightly closed with plastic seal and its number shall be recorded in the designated place in the appropriate form.

(11) The polling station in the basic constituency of Brčko District of BiH shall pack the polling material for all levels of authority in the Republika Srpska in line with the procedure set forth in paragraphs (2), (3), (4), (6), (7), (8), (9) and (10) of this Article.

(12) Upon receipt of the polling material from a polling station committee the election commission shall pack polling material to delivered binders and plastic folders in the way that all polling material referred to in paragraph (9) of this Article is packed in one plastic folder. These plastic folders shall be placed into binders on which the following shall be indicated: code and name of the municipality, first and the last number of polling station whose plastic folders are placed in that binder and the ordinal number of the binder (for example: 146B, Rogatica, 001-015, 1-2).

## Article 52 (Absentee polling stations)

(1) The polling station committees shall pack the polling material at the absentee polling stations as follows:

a) **RED PROTECTIVE BAG** shall contain:

- 1) counted envelopes containing sets of ballot papers bind by basic constituencies, and
- 2) blue copy of the Stock Form BSO;

b) **LARGE TRANSLUCENT BAG** shall contain:

- 1) unused envelopes containing sets of ballot papers packed into original boxes, and
- 2) damaged envelopes containing sets of ballot papers, and

c) **SMALLER TRANSLUCENT BAG** shall contain:

- 1) Stock Form BSO (original in covers),
- 2) Minutes (original in covers), and
- 3) excerpt from the final Central Voters' Register for voters who have status of a displaced person.

(2) Copies of the forms used by the polling station committee during the voting and counting of the envelopes containing ballot papers at the polling station shall be packed by the polling station committee in the following manner:

- a) the envelope for the president of the polling station committee shall contain Stock Form BSO (red copy), and
- b) the envelope for the president of the election commission shall contain Stock Form BSO (green copy).

### **Article 53**

#### **(Polling station issuing tendered-enveloped ballot papers)**

(1) The polling station committees shall pack the polling material at the polling stations authorized to issue tendered ballot papers in the BiH Federation and the Republika Srpska as follows:

- a) **GREEN PROTECTIVE BAG** shall contain:
  - 1) counted envelopes containing tendered ballot papers, and
  - 2) blue copy of the Stock Form BSN;
- b) **LARGE TRANSLUCENT BAG** shall contain:
  - 1) unused envelopes containing sets of ballot papers packed into original boxes, and
  - 2) damaged envelopes containing sets of ballot papers, and
- c) **SMALLER TRANSLUCENT BAG** shall contain:
  - 1) Stock Form BSN (original in covers),
  - 2) Minutes (original in covers), and
  - 3) supplement excerpt from the final Central Voters' Register, and
  - 4) list of voters who have the right to vote by tendered ballot papers.

(2) Copies of the forms used by the polling station committee during the voting and counting of the envelopes containing tendered ballot papers at the polling station shall be packed by the polling station committee in the following manner:

- a) the envelope for the president of the polling station committee shall contain Stock Form BSN (red copy), and
- b) the envelope for the president of the election commission shall contain Stock Form BSN (green copy).

### **Article 54**

#### **(Mobile team)**

(1) The mobile team shall pack the polling material as follows:

- a) **ORANGE PROTECTIVE BAG** shall contain:
  - 1) counted envelopes containing sets of ballot papers bind by basic constituencies, and
  - 2) blue copy of the Stock Form BSM;
- b) **LARGE TRANSLUCENT BAG** shall contain:
  - 1) unused envelopes containing sets of ballot papers packed into original boxes, and
  - 2) damaged envelopes containing sets of ballot papers, and

c) **SMALLER TRANSULCENT BAG** shall contain:

- 1) Stock Form BSM (original in covers),
- 2) Minutes (original in covers), and
- 3) excerpt from the final Central Voters' Register (for voters who are homebound voters due to old age, illness or disability and voters who are prisoners or are confined to institutions and have the right to vote).

(2) Copies of the forms used by the polling station committee during the voting and counting of the envelopes containing ballot papers at the polling station shall be packed by the polling station committee in the following manner:

- a) the envelope for the president of the polling station committee shall contain Stock Form BSM (red copy), and
- b) the envelope for the president of the election commission shall contain Stock Form BSM (green copy).

#### **Article 55** **(Polling station at DCRO BiH)**

(1) A polling station committee at the polling station in DCRO BiH shall pack the polling material as set forth in Article 52 of this Rulebook.

### **CHAPTER V          ELECTION RESULTS**

#### **Section A   Preliminary election results - Article 5.29 and 5.29a of the BiH Election Law**

#### **Article 56** **(First incomplete preliminary results)**

(1) The election commission shall by 23:00 hours enter election results established from green copies or election results established in any other suitable credible manner from all regular polling stations for the level referred to in Article 39, point a), indent 1) or point b), indent 1) of this Rulebook into the JIIS (Integrated Election Information System) application. The election commission may, by a special decision, hire and authorize persons to collect credible election results for regular polling stations from the polling station committee. If an election commission cannot enter election results into the above mentioned application, it shall be obligated to deliver all green copies from all regular polling stations by fax machine or by electronic means in a PDF document or by e-mail to the Main Center for Counting by 22:30 hours.

(2) In line with the procedure set forth in paragraph (1) of this Article, the BiH Central Election Commission shall no later than five hours after close of the polling stations, and in accordance with Article 5.29a of the Election Law, publish first incomplete preliminary results from the regular polling stations.

(3) The election commissions shall be responsible for accuracy of the reports that they deliver to the BiH Central Election Commission.

**Article 57**  
**(Second incomplete preliminary election results – Article 5.29, paragraph (1) of the BiH Election Law)**

The election commission shall by 11:00 hours of the next day at latest successively enter to the JIIS application election results from the green copies for each level counted by the polling station committee using the procedure described in Article 56, paragraph (1) of this Rulebook.

**Section B Consolidated election results – Article 5.29 of the BiH Election Law**

**Article 58**  
**(Consolidated election results)**

(1) The election commission shall determine consolidated results of the vote conducted on the territory of the basic constituency for all four levels of authority following receipt of all documents and polling material from the polling station commission. The election commission shall make minutes thereof and shall deliver it to the BiH Central Election Commission within 24 hours following close of the polling station and at latest by 19:00 hours the day after the Election Day.

(2) The consolidated election results in the basic constituency shall be recorded in the form for aggregate results ZR (majority vote and open list) at the level of basic constituency. The forms for aggregate results at the level of basic constituency shall contain all the information that is contained in the forms for aggregate results at the regular polling stations.

(3) The election commission shall through the Main center for counting deliver to the BiH Central Election Commission original forms with results of the vote at the polling stations on the territory of the basic constituency, together with original forms of aggregate results of the vote at the level of basic constituencies, together with all translucent bags containing excerpt from the Central Voters' Register, minutes and auxiliary forms for the second count by candidates. The material shall be delivered no later than 24 hours following close of the polling stations aimed at controlling and confirming election results.

(4) If the election commission fails to submit original forms containing results of the vote at the polling station on the territory of basic constituency together with the original results of aggregate results of the vote at the level of basic constitutes within deadline set forth in paragraph (1) of this article, the Main Center for Counting shall immediately inform the BiH Central Election Commission thereof so that it would undertake appropriate measures for the delivery of the forms.

(5) The election commission shall following receipt of the polling material from all polling stations on the territory of basic constituency and within 12 to 24 hours following close of the polling stations deliver to the BiH Central Election Commission protective bags containing ballot papers and materials to be counted at the Main Center for Counting (envelopes with ballot papers of voters who voted in absentia and with tendered ballots from all polling stations in that particular basic constituency). All protective bags shall be sealed with appropriate plastic seals at the polling stations and clearly marked with codes of the polling stations.

(6) The election commission shall deliver the ballot papers from regular polling stations and remaining polling material to the BiH Central Election Commission no later than eight days following the Election Day. The protective bags protective bags shall be sealed with appropriate plastic seals at the polling stations and clearly marked with codes of the levels and of the polling stations.

**Section C PROCESSING AND CONTROLLING ELECTION RESULTS**

**Article 59**  
**(Processing election results)**

(1) The BiH Central Election Commission shall control and consolidate the information from all original forms containing results from the regular polling stations and the results determined in the Main Center for Counting.

(2) The tasks of consolidating and controlling election results referred to in paragraph (1) of this Article shall be done by the chief controller, deputy chief controller and controller for processing, data entry and confirmation of the results to be appointed by the BiH Central Election Commission by a separate decision.

(3) The persons referred to in paragraph (2) of this Article shall be directly responsible to the BiH Central Election Commission.

**Article 60**  
**(Control of election results – Article 5.30 of the BiH Election Law)**

(1) Control of delivered election results shall be done based on accuracy control of the data that are consolidated from the forms for aggregate voting results from all polling stations and from the forms for aggregate results of the Main center for Counting:

- a) by comparing the total number of signatures in the Central Voters' Register with the total number of ballot papers in the ballot boxes;
- b) majority system by comparing total number of votes for each candidate and the total number of invalid ballot papers with the total number of issued ballot papers;
- c) open list system by comparing total number of votes for every political subject and the total number of invalid ballot papers with the total number of issued ballot papers, and
- d) open list system by comparing total number of votes for each candidate on the list of a political subject with the total number of votes won by that political subject.

(2) If it is determined that correct data were entered into wrong form section, as well as if president and members of the polling stations did not correctly sum up the results, the persons referred to in Article 59, paragraph (2) of this Rulebook shall be authorized to make and to validate correction of errors in the Application.

(3) The chief controller, that is the deputy chief controller, shall submit a report to the BiH Central Election Commission through the Secretary General of the BiH CEC's Secretariat for any deviation indicating irregularity of vote count by the president and the members of the polling station committee, requesting re-count of the votes. On accordance with the latter request the BiH Central Election Commission shall pass a decision on re-count of the votes. When conducting a re-count of the votes the Main Center for Counting shall check and count valid, invalid and unused ballot papers for the level for which the decision on re-count was passed.

## **Section D      Determining election results – Article 5.29 of the BiH Election Law**

### **Article 61 (Determining election results)**

The BiH Central Election Commission shall determine and publish the election results after consolidating results of the vote from the regular polling stations and the results obtained by counting the votes at the Main Center for Counting no later than 20 days following the Election Day.

### **Article 62 (Scrutiny of published election results)**

Immediately after adoption of the decision on publishing the election results the BiH Central Election Commission shall publish the results of the voting at the level of a polling station by political subjects and candidates in a detailed tabular review on the web page of the BiH Central Election Commission.

## **Section E      Confirmation of election results**

### **Article 63 (Confirmation of election results – Article 5.32 of the BiH Election Law)**

The BiH Central Election Commission shall publish confirmed election results with allocated mandates and names of the candidates within these political subjects in the official gazettes and the media.

## **PART THREE – CONDUCT OF LCOAL ELECTIONS**

### **CHAPTER I      POLLING MATERIAL, DELIVERY AND VOTING PROCEDURE**

#### **Article 64 (Polling material)**

The BiH Central Election Commission shall secure polling material referred to in Article 3 of this Rulebook to the established polling stations for the local elections.

#### **Article 65 (Delivery)**

The delivery of polling material shall be done in accordance with Articles 4 to 14 of this Rulebook.

#### **Article 66 (Voting procedure)**

Voting procedure at the local elections shall be done in accordance with the procedure determined in Articles 15 to 34 of this Rulebook.



## **CHAPTER II      COUNTING BALLOT PAPERS, PACKING POLLING MATERIAL AND ELECTION RESULTS**

### **Article 67 (Ballot papers' counting sequence)**

The ballot papers of electoral levels shall be counted in the following sequence:

- a) city/municipal mayor elected directly, and
- b) municipal council/assembly i.e. city assembly.

### **Article 68 (Counting ballot papers)**

Counting of the ballot papers shall be done according to the procedure set forth in Article 35 to 38, Article 41, 42, paragraph (2), Articles 43 to 49 of this Rulebook.

### **Article 69 (Packing polling material – regular polling stations)**

(1) The polling station committee shall pack the polling material at the regular polling stations in the BiH Federation in accordance with the provisions of this Article.

(2) Ballot papers for the **municipal/city mayor** shall be packed into **GRAY PROTECTIVE BAGS** putting inside:

- a) counted valid ballot papers and invalid ballot papers,
- b) translucent plastic bag with the envelope containing the Form for aggregate results ZR (majority vote) – blue copy

(3) Ballot papers for the municipal council, municipal assembly, city assembly and assembly of Brčko District of BiH shall be packed into **BLUE PROTECTIVE BAGS** putting inside:

- a) counted valid ballot papers and invalid ballot papers,
- b) translucent plastic bag with the envelope containing the Form for aggregate results ZR (open list) – blue copy.

(4) Unused and damaged ballot papers for the municipal/city mayor, municipal council, municipal assembly, city assembly and assembly of Brčko District of BiH shall be packed into respective **LARGE TRANSLUCENT PROTECTIVE BAGS** putting inside:

- a) unused ballot papers (packaged into original boxes), and
- b) envelope Spoilt ballot papers.

(5) **SMALLER TRANSLUCENT PROTECTIVE BAGS** shall contain:

- a) auxiliary counting forms used for the second count of the votes by candidates;
- b) Minutes – original in covers, and
- c) excerpt from the final Central Voters' Register for regular voters.

(6) Copies of the forms used by the polling station committee during the voting and counting of the ballot papers at the polling station shall be packed by the polling station committee in the following manner:

- a) the envelope for the president of the polling station committee shall contain:
  - 1) Stock Form BS – red copy,
  - 2) Form for aggregate results ZR (majority vote) – red copy,
  - 3) Form for aggregate results ZR (open list) – red copy;
- b) the envelope for the president of the election commission shall contain:
  - 1) Stock Form BS – green copy
  - 2) Form for aggregate results ZR (majority vote) – green copy,
  - 3) Form for aggregate results ZR (open list) – green copy, and
  - 4) Minutes– green copy.

(7) Original forms used by the polling station committee during the voting and counting of the ballot papers at the polling station shall be packed by the polling station committee in the following manner:

- a) the A3 envelope for the BiH Central Election Commission shall contain:
  - 1) Stock Form BS – original in covers,
  - 2) Form for aggregate results ZR (majority vote) – original in covers, and
  - 3) Form for aggregate results ZR (open list) – original in covers.

(8) The polling station committee shall mark each of the given bags with black marker pen (for example: number of polling station 133A025 on two places on the protective bag). Each bag has to be tightly closed with plastic seal and its number shall be recorded in the designated place in the appropriate form.

(9) Upon receipt of the polling material from a polling station committee the election commission shall pack polling material to delivered binders and plastic folders in the way that all polling material referred to in paragraph (11) of this Article is packed in one plastic folder. These plastic folders shall be placed into binders on which the following shall be indicated: code and name of the municipality, first and the last number of polling station whose plastic folders are placed in that binder and the ordinal number of the binder (for example: 133A, Novi Grad Sarajevo, 001-015, 1-9).

(10) Provisions of paragraph (2) of this Article shall not apply to polling station committee in the Brčko District of BiH, because the Mayor of Brčko District of Bosnia and Herzegovina is not elected directly.

## **Article 70**

### **(Packing polling material at other polling stations)**

Polling material at absentee polling stations, at polling stations for issuing tendered – enveloped ballot papers and at mobile teams shall be packaged in accordance with the procedure set forth in Articles 52 to 55 of this Rulebook.

## **Article 71**

### **(Election results)**

The procedure for election results at the general elections set forth in Articles 56 to 62 shall be applied to the election results at local elections.

## **PART FOUR – EARLY, REPEATED AND POSTPONED ELECTIONS**

### **CHAPTER I EARLY ELECTIONS – Article 14.3, paragraph (1) of the BiH Election Law**

#### **Article 72 (Application)**

Early elections for the municipal/city mayor when elected directly, for the president and vice presidents of Republika Srpska and for the members of the BiH Presidency shall be conducted under procedures set forth in Part III of this Rulebook, except for the procedure set forth in Articles 29, 30, 48 and 49 of this Rulebook.

#### **Article 73 (Deadlines of election activities)**

The BiH Central Election Commission shall define deadlines of election activities for early elections in a special Instruction on deadlines of election activities for conducting early elections.

#### **Article 74 (Registration of political parties and independent candidates that participated in the regular elections)**

(1) Political parties and independent candidates that were certified to participate in the last regular election shall not be obligated to resubmit complete necessary documentation for certification to participate in the early elections. The application with the documents submitted for regular elections shall be accepted by submitting their newly completed application form.

(2) Political parties and independent candidates that were certified at the last regular election for the municipal mayor shall not pay the government stamp for participation in the early elections and they also shall be exempt of the obligation to collect signatures of support.

(3) Political parties that participated at the last regular elections and that underwent certain changes in the status shall beside the application for participation in the early elections secure remaining documentation referred to in Article 75 of this Rulebook.

#### **Article 75 (Application of political parties and independent candidates that did not participate in the regular elections)**

(1) Political parties and independent candidates that did not participate in the last regular elections shall beside the application for certification to participate in the early election submit the following documents:

- a) proof of registration with the competent bodies (political parties only);
- b) signatures of support in accordance with Articles 4.4 and 4.8 of the BiH Election Law;
- c) the statement set forth in Article 1.13 of the BiH Election Law;
- d) a statement on members of statutory bodies (political parties only), and
- e) the financial report.

(2) Political parties and independent candidates that did not participate in the last regular elections shall be obligated to pay the government stamp for certification to participate in the early elections in the amount set forth by the Rulebook on application and certification of political subjects to participate in the direct elections in Bosnia and Herzegovina. The proof of the payment shall be submitted to the BiH Central Election Commission.

(3) The cash amount paid as the government stamp shall be refunded if a political party, independent candidate or political parties that are members of a coalition whose candidate wins a mandate or if the application is rejected.

#### **Article 76** **(Registration of coalitions)**

All coalitions certified for the last regular elections for municipal mayor shall not make any additional applications, and shall only confirm the earlier one by submitting newly completed application form.

#### **Article 77** **(Voters registered in the Central Voters' Register)**

(1) All voters registered in the Central Voters' Register shall have the right to vote at the early elections.

(2) The BiH Central Election Commission shall publish the by-mail application form for new registrants on the official web page of the BiH Central Election Commission and shall deliver it to all DCROs of Bosnia and Herzegovina abroad.

(3) The voters who have the displaced person status shall have the same voting option that they had chosen at the last regular elections.

#### **Article 78** **(Notice for the voters)**

The election commission that is conducting early elections shall forward to the election commissions on whose territory the voters registered in the excerpt from the Central Voters' Register for displaced persons of BiH reside the list of displaced persons containing the information where and at which polling station they can exercise their right to vote. The election commission on whose territory the displaced persons reside shall be responsible to properly and timely inform these persons about where and how they shall vote.

#### **Article 79** **(Main Center for Counting)**

The BiH Central Election Commission may by a special decision establish a Main Center for Counting for every early election. The same decision shall define the tasks performed in the Main Center for counting, location at which the Main Center for Counting will be established and it shall also define the time period in which the Main Center for Counting will be operational.

## **CHAPTER II REPEATED ELECTIONS – Article 14.1 of the BiH Election Law**

### **Article 80 (Procedure)**

- (1) The repeated elections shall be conducted if the BiH Central Election Commission determines that irregularities, which could affect the results of the elections, occurred during the voting or counting process irregularities, and if it annuls the elections in a constituency or at a particular polling station.
- (2) Repeated elections shall be conducted using the same candidate lists and the same excerpts from the Central Voters Register which were used in the annulled elections.
- (3) The Central Election Commission of BiH shall determine the date of early elections, which shall be no later than fourteen (14) days from the date when the decision of the Central Election Commission of BiH to annul the elections became final.
- (4) Repeated elections shall be conducted at the same polling station's location and according to the procedure set forth in Part II of this Rulebook.

## **CHAPTER III POSTPONED ELECTIONS - Article 14.2 of the BiH Election Law**

### **Article 81 (Implementation procedure)**

- (1) Postponed elections shall be conducted if, in a constituency or at a Polling Station, the voting did not take place on the day designated for voting.
- (2) The decision to postpone the elections at a particular polling station or constituency shall be issued by the Central Election Commission of BiH on the basis of facts indicating that the elections are not possible to be conducted in accordance with the provisions of the Election Law and no later than thirty (30) days, from the day designated for voting in the regular elections.
- (3) Postponed elections shall be scheduled by the Central Election Commission of BiH.
- (4) Postponed elections shall, as a rule, be conducted within seven (7) days, and no later than thirty (30) days, from the day designated for voting in the regular elections.
- (5) Postponed elections shall be conducted according to the procedure set forth in part II of this Rulebook.

## **PART FIVE – TRANSITIONAL PROVISIONS**

### **Article 82 (Schematic overview)**

The schematic overviews of polling materials' packing procedure shall be integral part of this Rulebook.

### **Article 83 (Forms)**

The following documents shall be integral part of this Rulebook:

- a) Minutes on work of the polling station committee – ZARBO,
- b) Stock Form BS – regular polling station,
- c) Stock Form BSO – absentee polling station (also used in DCRO BiH),
- d) Stock Form BSN – polling station for voting by tendered ballot papers,
- e) Stock Form BSM – mobile team,
- f) Form for aggregate results ZR – majority vote (for polling station, for Main Center for Counting and for election commission),
- g) Form for aggregate results ZR – open list (for polling station, for Main Center for Counting and for election commission),
- h) Auxiliary form for counting,
- i) Example envelope for tendered – enveloped ballot papers,
- j) Delivery forms PO, and
- k) Delivery form BO-IK.

### **Article 84 (Ineffectiveness)**

Enforcement of the Rulebook on voting and counting procedure (“Official Gazette of BiH”, no. 37/10, 71/10, 22/11 and 61/12), Rulebook on conduct of elections in the diplomatic-consular representation offices of Bosnia and Herzegovina (Official Gazette of BiH”, no. 63/10 and 71/10) and the Instruction on implementation of Article 5.10, 5.11, 5.16 and 7.4 of the BiH Election Law, number: 02-2-3302/10 from July 22, 2010 shall become ineffective upon entry into force of this Rulebook.

### **Article 85 (Entry into force and publication in the official gazettes)**

This Rulebook shall enter into force next day following the day of its publication in “Official Gazette of BiH”, and it shall be published in the “Official Gazette of Federation BiH”, “Official Gazette of Republika Srpska”, “Official Gazette of the BiH District of Brčko” and web page of the BiH Central Election Commission [www.izbori.ba](http://www.izbori.ba).

Number: 05-1-02-2-442-1/14  
Sarajevo, April 24, 2014

President  
  
Stjepan Mikić